

**SECRET**

Ch/G Staff Meeting  
 15 October 1957  
ACTION REQUIRED

<u>Item No.</u>	<u>Action Required of Chief/G</u>	<u>Action Required of Divisions</u>
1	NONE REQUIRED	
2	Meetings to be scheduled between divisions and St/I	Each division is to look over the "OCI Requirements Guide" to be sure its interests are represented
3		Each division is to suggest candidates to Ch/G for exchange of personnel with USSR
4	Meet with [REDACTED] tomorrow	Chiefs, D/GC and D/GG to meet with [REDACTED] tomorrow
5	NONE REQUIRED	
6		[REDACTED] to prepare a memo on Management Survey of D/GL
7	NONE REQUIRED	
8		D/GC and D/GP to send representatives to lecture
9		Chief, D/GG, to inform Ch/G when briefings will be held
10		Divisions to pass on to Ch/G any likely GM topics
11		Chief, D/GC, to prepare a memo to AD/RR on progress of terrain maps for Admiral Layton
12		D/GL to make preparations for the briefing
13		Divisions to submit candidates to Ch/G

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<u>Item No.</u>	<u>Action Required of Chief/G</u>	<u>Action Required of Divisions</u>
14		Divisions to submit comments before the end of the week.
15	NONE REQUIRED	
16	NONE REQUIRED	
17		 to attend
18	Check on possibility of changing items now included in promotion memoranda	
19		Divisions to submit consumer reactions to St/C, thru Ch/G, for inclusion in their file
20,21,&22	NONE REQUIRED	

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